



Job Profile and Working for Stockport



Stockport

to keep the people of Stockport at the heart of what we do.

Team

to succeed as a team, collaborating with colleagues and partners.

Ambition

to drive things forward with ambition, creativity and confidence.

Respect

to value and respect our colleagues, partners and customers.

Our Council

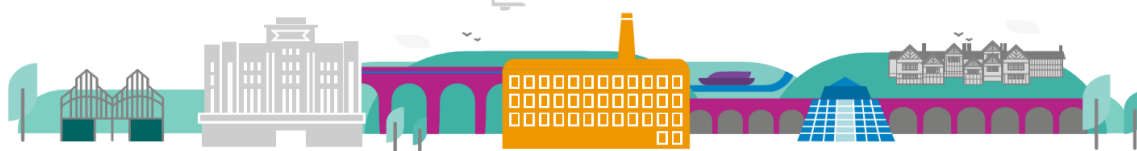
Our employees are our **greatest asset**. We're proud of the way we provide vital frontline services every day and work together, as **one team**.

Our 4 **core values** as shown above, run through everything that we do, and we aim to stay **true** to them regardless of the challenges that we may face.

To **support** our values, we have policies, guidance and procedures around health, safety and welfare, customer care, emergency planning and security that all our **colleagues** are adhering and working to.

We also **pride** ourselves on our commitment to wellbeing and inclusivity of our colleagues and residents.

You can find out more about working for Stockport Council and some of the benefits that we offer our employees at <https://greater.jobs/locations/stockport/>



About the Job

Role:	Project Delivery Manager – Place / CSS
Service Area:	IT Systems
Directorate:	Corporate and Support Services
Salary Grade:	M Band 4

Main Purpose of the Job

As a Project/Delivery Manager at this grade, you will provide professional project management expertise to support the successful delivery of priorities across Place and Corporate and Support Services.

You will lead and manage digital projects, resources and risks providing clear advice, guidance and support to colleagues and stakeholders to ensure delivery meets statutory, local and organisational requirements.

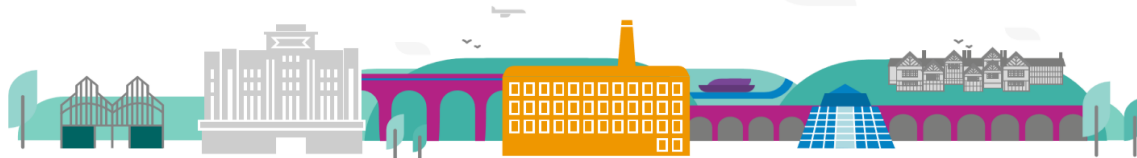
A key part of the role will be to ensure that Council resources are used effectively, delivering value for money, identifying opportunities to reduce inefficiency and supporting sustainable service improvement.

The role requires strong stakeholder management and relationship-building skills, working collaboratively with service areas, strategy and design colleagues, business analysts, designers and other change agents to shape and deliver effective solutions.

The post holder will be responsible for ensuring that the right teams are engaged at the right time and that projects are delivered in line with Directorate priorities and the Council's wider transformation programme.

Key Responsibilities

- To contribute to the key aims and objectives of the organisation, both within the post holder's specific remit and across the Council as a whole.
- To comply and ensure compliance with the Council's policies and procedures.
- To contribute and be an active member of the service, evaluating options and providing knowledge and expertise to support the aims of the Council.
- To provide effective customer relationship management, resolve issues and seek customer feedback.
- To ensure a highly customer-focussed approach to service delivery by regularly seeking to determine the wants and needs of all customers and contributing to the development of those services accordingly.

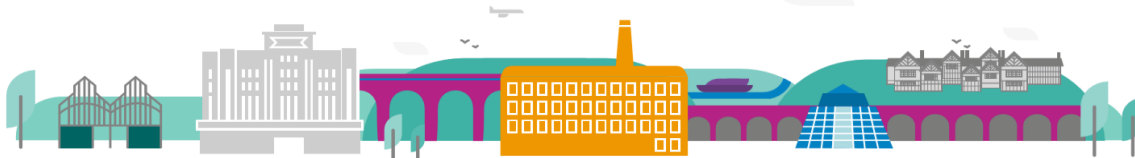


- To work collaboratively across the Council and with external partners to promote and deliver Council objectives and maximise performance and operational efficiencies.
- Recognise and respond to the political environment and expectations, addressing any sensitivity and taking an appropriate view of service priorities and requirements.
- Manage change effectively, working with colleagues in response to external drivers and ensure that the Council remains fit for purpose now and in the future.
- To support and develop opportunities to generate additional resources in order to deliver improved services.
- Support in the elimination of duplication and other inefficiencies across the Council to maximise the use of resources and achieve budget targets.
- To manage of service or specialist areas including responsibility for projects, budgets, performance, staffing (including recruitment, disciplinary, health and safety, welfare), health and safety, risk, business continuity etc.
- Respond to issues and events relating to Civic Resilience and contribute to Business Continuity, including representing the Service as required during an incident

Additional Information

The responsibilities set out in this document, in the advert and any additional information are intended to provide a flavour of the work you will carry out. It is not possible to include everything you will be asked to undertake, and we expect all colleagues to work flexibly according to business needs and to enhance your own development. Your skills, abilities and training needs will be taken into account and discussed with you when any significant changes to your role are needed. In line with our flexible approach you may be required to work from home for a proportion of your time or from any of the Council's sites across the borough.

The Council is an inclusive employer and holds the Disability Confident and Armed Forces Covenant accreditations. If you have a disability, we will support you by implementing reasonable adjustments to enable you to perform your role.



About You

Please use your application to tell us how well you meet the criteria listed below as these are the key skills, experience, technical expertise and qualifications needed to be successful in the role. We will then use all the information you provide in your application to help us decide whether you are shortlisted for interview. Any interview questions or additional assessments such as tests or presentations may also be broadly based on these criteria:

- Experience and expertise in a relevant environment;
- Experience of managing projects from inception through to delivery, achieving objectives to time and quality
- Experience of service design and business analysis expertise to support and shape the council's transformation ambitions
- Experience of working with a range of stakeholders to work collaboratively, to manage and implement change, working flexibly and developing innovative approaches.
- Experience of identifying evaluating options, assessing risk and determining appropriate actions.
- Experience of managing and working with teams to support colleagues in achieving their goals.
- Experience of managing resources to achieve value for money and provide a high-quality service.
- Effective operational management skills with well-developed negotiating and influencing skills.
- Effective interpersonal skills with the ability to relate to all levels within the organisation and with partner agencies.
- Effective analytical skills with the ability to quickly establish implications and key issues.
- Effective oral and written communication skills with a confident presentational style
- Experience of managing digital projects or IT System Operations.
- Experience in a similar (delivery manager/ project manager) role in a similar organisation
- Hold a relevant Project Management qualification or suitable experience
- Understand and actively supports Stockport Council's diversity and equality policy.
- Meet Stockport Council's standard of attendance.
- Willing to be flexible in a changing environment

To work to the Council's values and behaviours by:

- Keeping the people of **Stockport** at the heart of what we do
- Succeeding as a **team**, collaborating with colleagues and partners
- Driving things forward with **ambition**, creativity and confidence.

Showing value and **respect** to our colleagues, partners and customers.